

Heritage Permit Review Subcommittee (HPRS) Meeting Minutes

Tuesday, Aug 20, 2024
City of Hamilton, Webex Virtual Meeting

Present: Karen Burke (Chair), Graham Carroll (Vice Chair), Matthew LaRose, Katie McGirr, Carol Priamo, Andy MacLaren, Steve Wiegand

Staff Present: Alissa Golden (Cultural Heritage Program Lead), Meg Oldfield (Cultural Heritage Planner), Dawn Cordeiro (Cultural Heritage Planner), Luke Marlatt (Cultural Heritage Intern)

Regrets: Andrew Douglas

Quorum was reached and the meeting was called to order by the Chair of the Heritage Permit Review Subcommittee at 5:00 pm.

1. Approval of Agenda

(Priamo/McGirr)

That the Agenda for August 20, 2024 be approved.

(Carried)

2. Declarations of Interest

None

3. Approval of Minutes from Previous Meeting

(Wiegand/Carroll)

That the Minutes of the Heritage Permit Review Sub-Committee held on July 16, 2024, be approved, as amended.

(Carried)

4. Discussion Items

a) HP2024-022 – 600 York Blvd, Hamilton (Dundurn Castle, Part IV)

- Removal of 2 dead trees, including:
 - A 22cm diameter Crab Apple tree; and,
 - A 32cm diameter Norway Maple tree.

- The trees will be removed first, followed by a submission for locates. If there are any locates found, a stump removal crew will be dispatched to those locations. *[Language to be corrected]*

The Subcommittee considered the application and together with advice from staff, passed the following motion:

(MacLaren/McGirr)

That the Heritage Permit Review Subcommittee advises that Heritage Permit Application HP2024-022 be consented to, subject to the following Conditions:

- i. That the details for removal of the stumps be submitted, to the satisfaction and approval of the Director of Planning and Chief Planner, prior to commencement of any alterations;
- ii. That any minor changes to the plans and elevations following approval shall be submitted, to the satisfaction and approval of the Director of Planning and Chief Planner, prior to submission as part of any application for a Building Permit and / or the commencement of any alterations; and
- iii. That implementation / installation of the alteration(s), in accordance with this approval, shall be completed no later than August 31, 2026. If the alteration(s) are not completed by August 31, 2026, then this approval expires as of that date and no alterations shall be undertaken without a new approval issued by the City of Hamilton.

(Carried)

b) HP2024-019 – 107 Mill Street North, Flamborough (Mill St HCD, Part V)

- Removal and replacement of existing contemporary cedar roof shingles with an alternate sympathetic material, including similar size, design and colour (CertainTeed's Landmark Shingle)

The applicant, Chuck Gammage, spoke to the Subcommittee. The Subcommittee considered the application, and together with input from the applicant and advice from staff, passed the following motion:

(MacLaren/LaRose)

That the Heritage Permit Review Subcommittee advises that Heritage Permit Application HP2024-019 be consented to, subject to the following Conditions:

- i. That the final details of the chosen replacement roof and colour be submitted to the satisfaction and approval of the Director of Planning and Chief Planner, prior to submission as part of any application for a Building Permit and / or the commencement of any alterations;
- ii. That any minor changes to the plans and elevations following approval shall be submitted, to the satisfaction and approval of the Director of

- Planning and Chief Planner, prior to submission as part of any application for a Building Permit and / or the commencement of any alterations; and
- iii. That implementation / installation of the alteration(s), in accordance with this approval, shall be completed no later than August 31, 2026. If the alteration(s) are not completed by August 31, 2026, then this approval expires as of that date and no alterations shall be undertaken without a new approval issued by the City of Hamilton.

(Carried)

c) HP2024-020 – 250 James Street South, Hamilton (Balfour House, Part IV)

- Replacement of the existing slate roof, including:
 - Removal of existing shingles;
 - Installation of a new underlayment;
 - Installation of new shingles (slate or alternative material); and,
 - Custom fabricated flashing around the chimney
- Options for alternate cladding material include Euroshield; recycled, rubberized material; or Timberline HDZ 50-year shingles, hand nailed.

Steve Bernstein, Bernstein Law Group, owner, spoke to the Subcommittee and answered questions. The Subcommittee considered the application and together with advice from staff, passed the following motion:

(Carroll/McGirr)

That the Heritage Permit Review Subcommittee advises that Heritage Permit Application HP2024-020 be consented to, subject to the following Conditions:

- i. That the applicant make all reasonable efforts to choose a replacement shingle that closely replicates the existing slate shingles, in terms of their distinct shape and that the chosen material closely matches the look of traditional slate shingles, with preference for the Euroshield or similar alternative;
- ii. That the final details of the replacement roof be submitted to the satisfaction and approval of the Director of Planning and Chief Planner, prior to submission as part of any application for a Building Permit and / or the commencement of any alterations;
- iii. That any minor changes to the plans and elevations following approval shall be submitted, to the satisfaction and approval of the Director of Planning and Chief Planner, prior to submission as part of any application for a Building Permit and / or the commencement of any alterations; and
- iv. That implementation / installation of the alteration(s), in accordance with this approval, shall be completed no later than August 31, 2026. If the alteration(s) are not completed by August 31, 2026, then this approval

expires as of that date and no alterations shall be undertaken without a new approval issued by the City of Hamilton.

(Carried)

d) HP2024-021 – 99 Mountsburg Road, Flamborough (Kerr-Woolsey House, Part IV)

- Removal of the existing six-over-six hung wood windows and replacement with new, thermal pane, simulated divided light six-over-six wood windows with matching profiles, including sash dimensions, muntin bar size, profile and spacing and pattern, and brick mold.
- Salvaging the removed wood windows to repurpose as decorative interior features on site.

Tony Reed, owner, and Chris Harrison, Harrison Architecture, spoke to the Subcommittee and answered questions. The Subcommittee considered the application and together with advice from staff, passed the following motion:

(McGirr/MacLaren)

That the Heritage Permit Review Subcommittee advises that Heritage Permit Application HP2024-021 be consented to, subject to the following Conditions:

- i. That any minor changes to the plans and elevations following approval shall be submitted, to the satisfaction and approval of the Director of Planning and Chief Planner, prior to submission as part of any application for a Building Permit and / or the commencement of any alterations; and
- ii. That the final details of the replacement roof be submitted to the satisfaction and approval of the Director of Planning and Chief Planner, prior to submission as part of any application for a Building Permit and / or the commencement of any alterations;
- iii. That implementation / installation of the alteration(s), in accordance with this approval, shall be completed no later than August 31, 2026. If the alteration(s) are not completed by August 31, 2026, then this approval expires as of that date and no alterations shall be undertaken without a new approval issued by the City of Hamilton.

5. Adjournment

(McGirr/MacLaren)

That the meeting be adjourned at 6:11 pm.

(Carried)

6. Next Meeting: Tuesday, September 17, 2024 at 5:00pm